



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL
AND FORT SAM HOUSTON
2250 STANLEY ROAD
FORT SAM HOUSTON, TEXAS 78234-6100

REPLY TO
ATTENTION OF

MCCS-B

19 JAN 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Consumption of Alcohol at Official Functions

1. As in the past years, director/department chiefs, or their equivalent, must request approval from the appropriate commander, or his designated representative, to authorize consumption of alcohol at official functions such as holiday parties, organizational days, or promotion parties. Army Regulation 215-1, Morale, Welfare, and Recreation Activities and Nonappropriated Fund Instrumentalities, dictates the first general officer in the unit/activity chain of command may authorize consumption of alcoholic beverages. For the U.S. Army Garrison, I have delegated this approval level to the Garrison Commander. At a minimum, each request should contain information regarding where the function will be held, as well as management's plan for monitoring the activity to include safety considerations. Individual supervisors are responsible for safeguarding all employees.
2. This applies to those functions held on or off the installation during duty hours.
3. Supervisors and managers are responsible for insuring the health and safety of employees and arrangements should be made for transportation of employee(s) when appropriate.
4. It is requested that you give this information the widest dissemination within your organization for appropriate planning of site location and submission of requests for approval.
5. This authority may not be further delegated.

GEORGE W. WEIGHTMAN
Major General, MC
Commanding

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